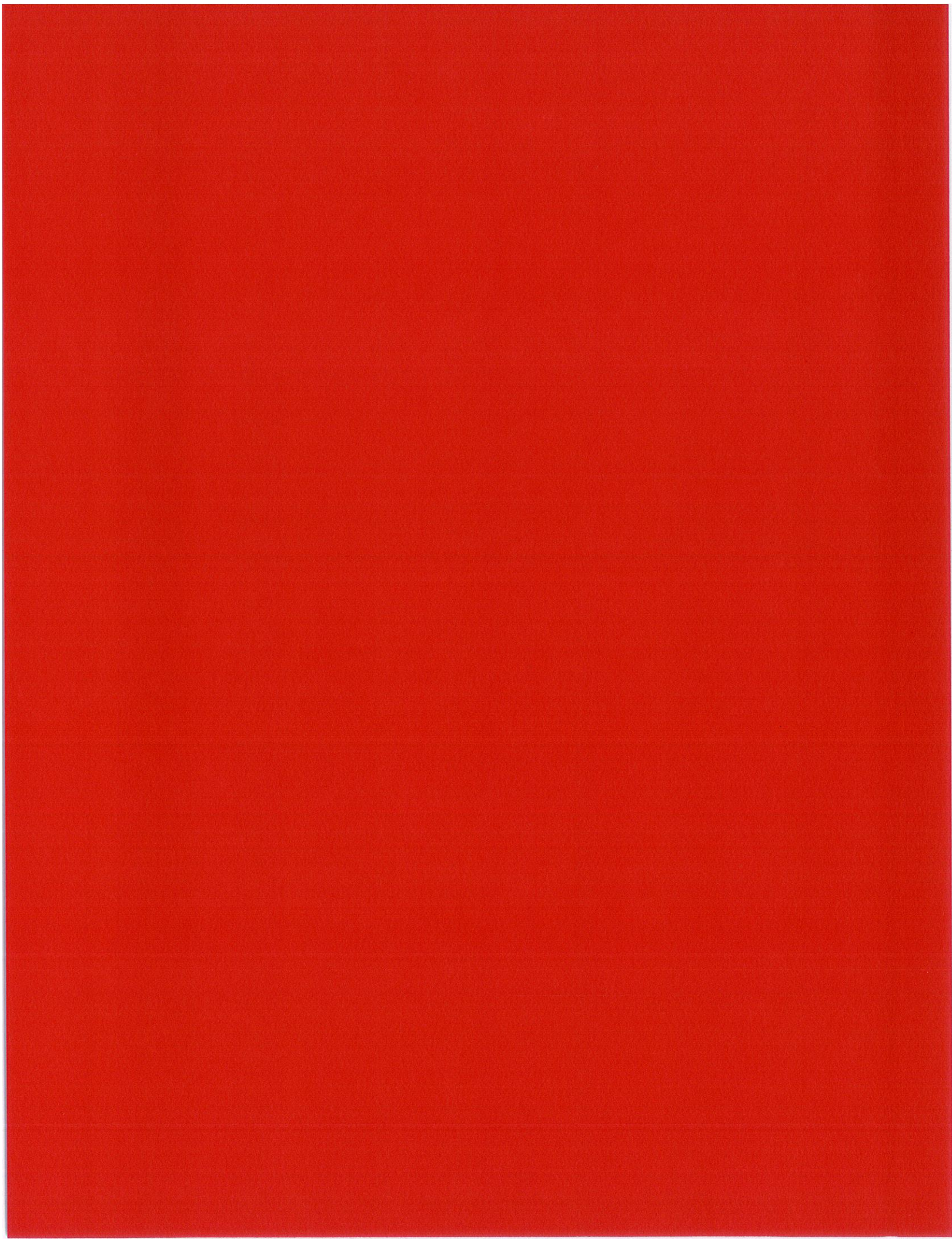


Weekly Management Report

December 12, 2014

1. **Memo** – Coyote Management – Burbank Police Department
2. **Memo** – LA Helicopter Noise Abatement Provision in FY2014 Consolidated Appropriations Act – David Jones and Associates
3. **Synopsis** – Burbank Hospitality Association and Downtown Burbank Partnership Joint Meeting of December 4, 2014 – Community Development Department
4. **Synopsis** – Burbank Athletic Federation – Parks, Recreation & Community Services Department
5. **Synopsis** – Heritage Commission Meeting of December 4, 2014 – Community Development Department



**CITY OF BURBANK
POLICE DEPARTMENT
MEMORANDUM**



DATE: December 3, 2014

TO: Mark Scott, City Manager

FROM: Scott LaChasse, Chief of Police *Scott LaChasse*
By: Brenda Castaneda, Animal Shelter Superintendent

SUBJECT: TRACKLIST ITEM 1668 - COYOTE MANAGEMENT

At the October 14, 2014 meeting, Council Member Talamantes requested an update on the Animal Shelter's efforts relative to addressing coyote complaints in residential areas.

Background:

The Animal Shelter receives numerous complaints every year concerning coyote activity and the coyote population in the City. Complaints received by the Shelter typically comprise of: an increase in coyote sightings; coyotes roaming in Burbank's valley area; coyotes displaying brazen behavior; and, cats, small dogs, and fowl being killed by coyotes. Calls concerning coyotes are primarily received from residents east of Glenoaks Boulevard and east of Winona Avenue.

Discussion:

Coyote-related calls for service in Burbank have fluctuated over the years. The call volume increased between 2007 and 2010 with a drastic decrease in 2012. Since that time, the call load has seen an increase but not anywhere close to the peak in 2010. To address persistent complaints, Animal Control staff significantly increased additional patrols and rechecking of set coyote traps in high activity areas. There were 372 such patrols in 2011, 122 in 2013 and 309 in 2014.

Coyote Calls for Service Statistics (as of November 10, 2014)

Year	Number of Coyote Calls
2007	164
2008	143
2009	119
2010	186
2011	164
2012	63
2013	74
2014	108

Even though the City has experienced a varying level of coyote activity, the number of reported animals attacked has remained fairly consistent as indicated in the table below. During the same period of time, Animal Control staff has retrieved a total of 16 coyotes from set traps.

Reported Number of Animals Attacked by Coyotes

Year	Dogs	Cats	Misc (chickens/ducks)	Wildlife	Total
2007	2	8	1	6	17
2008	0	11	0	7	18
2009	2	5	0	1	8
2010	2	14	0	3	19
2011	1	14	0	1	16
2012	3	9	3	4	19
2013	3	8	1	0	12
2014	1	19	0	0	20
Total	14	88	5	22	129

Current Methods Employed by the Burbank Animal Shelter

Calls regarding coyote sightings or attacks are typically received through the Police Department's Communication Center. The response protocol includes the following measures:

- Animal Control Officers are dispatched to locate roaming coyotes and chase them back to the mountains, or capture if feasible;
- Humane box traps are set in coyote frequented areas in an effort to trap coyotes (Coyotes have been trapped in the past but the majority are intelligent enough to avoid these traps; Trapped coyotes are humanely euthanized);
- Public awareness and education is focused on deterring coyotes from residential areas and how the public should respond when encountering a coyote; and,
- Before and after Shelter business hours, residents are advised to call the Burbank Police Department (BPD) for assistance. BPD will respond if the coyote poses immediate danger or is injured. BPD then determines if an Animal Control Officer should be called in for assistance.

Public Outreach

The Animal Shelter has significantly increased its public outreach campaign over the last three years. Public outreach has focused on informing residents about urban life coyote attractants which contribute to coyotes frequenting residential areas. These include: leaving pet food outside; intentional feeding of wildlife, water sources, fallen fruit, open and overflowing trash cans, leaving small pets outside, overgrown shrubbery

and vacant homes. Mediums utilized for public awareness and education efforts for coexistence and safety precautions include the following:

- Issuance of Community Bulletins (attachment #1)
- Community Group presentations
- Adopt a Pet Show segments on the topic
- Channel 6 scroll including related information
- Mailings and hand delivery of coyote awareness bulletins to affected areas
- Availability of coyote awareness bulletins at various City buildings including libraries and parks
- Newsletter issued through Water & Power bills - most recently appeared in the November 2014 issue
- Links to enhanced information available from the BPD/Animal Shelter and Volunteer websites
- Increased patrols in coyote prone locations
- Wild Animal Safety Video posted on BPD/Animal Shelter website
- Website banner linking to the Coyote Awareness flier was posted on the City Website for the month of October

Coyote Attacks

Coyote attacks on humans are rare. There are two documented attacks on humans that led to fatalities. The first documented fatal attack by a coyote in the United States occurred in Glendale (CA) in 1981. A three year old girl was attacked and killed by a coyote in front of her home on Chevy Chase Drive. The second fatality was a 19 year old Canadian woman who died on October 28, 2009, from injuries sustained in an attack while hiking in Nova Scotia, Canada. Since 1979, there have been less than 200 documented incidents of coyotes attacking humans.

Laws concerning Coyotes

According to Mammal Hunting Regulations for 2012-2013, coyotes can be hunted at any time of the year and in any number. (Chapter 6, Section 472). Since coyotes are considered "non-game wildlife", any resident, at their own expense, can initiate action that is not prohibited by Federal, State or local laws to protect themselves and their property from coyote attacks. In Burbank, private individuals are not authorized to discharge firearms with the City, except in self-defense, defense of another, or at a designating firing range. The Burbank Municipal Code does not currently authorize the Police Department to use firearms to cull coyotes.

Actions Of Neighboring Cities

Staff reviewed coyote management protocols of six (6) other cities including Beverly Hills, Calabasas, Glendale, Pasadena, Santa Monica, Laguna Woods and Los Angeles County. All the cities, with the exception of Laguna Woods and Los Angeles County, adopted coexistence education methods in dealing with coyotes. Laguna Woods and Los Angeles County utilize wildlife management in controlling their coyote population.

Laguna Woods

In 2011, the City of Laguna Woods experienced an increase in coyote vs. citizen incidents and in small pets being killed by coyotes. The most significant incident included a 64 year old citizen who was walking her Yorkie on a leash when it was snatched and killed by a coyote. The woman was dragged to the ground and suffered several scratches and bruises.

As a result, Laguna Woods City Council approved the modification of the City's Discharge of Firearms ordinance to allow the City Manager and Police Chief to issue permits to marksmen for the purposes of killing coyotes. The permit limits the hours and locations of coyote hunting. Laguna Woods then hired marksmen to shoot coyotes and increased trapping efforts. This resulted in seven coyotes being killed. After using marksmen to eradicate the immediate threat of the aggressive coyotes, Laguna Woods opted to contract with a wildlife management company and increase public education efforts to facilitate coyote population management.

Los Angeles County

The Los Angeles County Agricultural Commissioner provides coyote abatement services primarily for unincorporated areas of L.A. County. Their office is no longer accepting any new contracts and once their existing contracts expire, they will no longer be providing coyote abatement services. L.A. County sets traps in their contract cities when it is evident that coyotes are threatening people.

RECOMMENDATION:

Staff recommends that this report be noted and filed as Burbank's coyote management protocol is very consistent with the strategies of similar cities. In addition, the number of animals attacked by coyotes has been consistent over the past 8 years and calls for service have seen a decrease since their peak in 2010. Staff will continue the proactive efforts of targeted patrols and education to manage coyote related concerns of Burbank residents.

David Turch and Associates

TO: Justin Hess, Deputy City Manager
Jackson Hite, Administrative Analyst
City of Burbank

FROM: Jamie Jones
(202) 543-3744
Jamie.jones@davidturch.com

DATE: December 1, 2014

RE: LA Helicopter Noise Abatement Provision in FY2014 Consolidated Appropriations Act

The Consolidated Appropriations Act For Fiscal Year 2014 (Public Law 113-76; H.R. 3547) signed into law by President Obama on January 17, 2014 includes a provision, long-supported and championed by Senator Dianne Feinstein and her congressional allies (Sen. Barbara Boxer and Reps. Adam Schiff, Henry Waxman, Janice Hahn, Brad Sherman, Karen Bass and Tony Cardenas) requiring the Federal Aviation Administration (FAA) to evaluate and adjust existing helicopter routes above Los Angeles to mitigate helicopter noise pollution. The provision, adopted from the Feinstein's bill, S.208 (H.R. 456 – House companion bill), requires the FAA to develop regulations related to the impact of helicopter use on the quality of life of LA County residents within one year unless the FAA can demonstrate the effectiveness of the six action items in its helicopter noise report. The six actions delineated in the FAA Report are delineated in the section below.

Helicopter Provision in the FY 2014 Consolidated Appropriations Act (PL 113-76)

I have included the actually legislative language/provision in the Consolidated Appropriations Act for FY 2014 (Section 119D of Division L, Transportation-HUD Appropriations) for your review:

SEC. 119D. The Secretary shall (1) evaluate and adjust existing helicopter routes above Los Angeles, and make adjustments to such routes if the adjustments would lessen impacts on residential Areas and noise-sensitive landmarks; (2) analyze whether helicopters could safely-fly at higher altitudes in certain areas above Los Angeles County; (3) develop and promote best practices for helicopter hovering and electronic news gathering; (4) conduct outreach to helicopter pilots to inform them of voluntary policies and to increase awareness of noise sensitive areas and events; (5) work with local stakeholders to develop a more comprehensive noise complaint system; and (6) continue to participate in collaborative engagement between community representatives and helicopter operators: Provided, That not later than one year after enactment of this Act, the Secretary shall begin a regulatory process related to the impact of helicopter use on the quality of life and safety of the people of Los Angeles County unless the Secretary can demonstrate significant progress in undertaking the actions required under the previous proviso.

This past September (2014), the FAA announced that it was establishing a comprehensive noise complaint system in the LA area so that residents could easily register their grievance in real time. The system should be operational early in 2015. The FAA is allocating \$250,000 to set up the online

and telephone network. This is the first step in the FAA's compliance with the Feinstein/Schiff provision in PL 113-76. The FAA will track and collect a year's worth of data highlighting problem areas and operators of low altitude helicopter flights in LA County. The FAA will review the data and offer regulatory/policy prescriptions to address the problem.

Rep. Adam Schiff September 2014 Press Release

Rep. Schiff Hails FAA Decision to Institute a Comprehensive Complaint System for Helicopter Noise Across Los Angeles County

September 22, 2014

Washington, DC –Today, Rep. Adam Schiff (D-Burbank) applauded the Federal Aviation Administration's (FAA) announcement that they would take an important role in helping to stem disruptive helicopter noise plaguing residents across Los Angeles County. The FAA indicated over the weekend that they would establish a comprehensive complaint system for helicopter noise operations – the first step necessary to gather data about the extent of the problem and remedies, identify problem helicopter operators, and give residents a systematic way to register their complaints. According to the FAA, the agency will allocate \$250,000 to set up the system and acquire a years' worth of correlated noise complaint data for helicopters – and allow residents the real time capability to file complaints online or by phone and identify those helicopters responsible. The FAA will bid the project this year, with implementation slated for early next year.

Earlier this year, Schiff and other Los Angeles area lawmakers, including Senators Dianne Feinstein (D-CA) and Barbara Boxer (D-CA), sent a letter asking for a timeline on the FAA's *Los Angeles Helicopter Noise Initiative*. The agency finally responded to the Los Angeles lawmakers (letter can be found here), on the heels of legislation that Feinstein and Schiff passed requiring the FAA to act within the year to reduce helicopter noise through voluntary measures, or be forced to put in place regulations to reduce it. Pressure from homeowners and lawmakers finally compelled the FAA to act.

The Los Angeles Daily News reported that Glen Martin, the regional administrator for the FAA's Western-Pacific region, said via email, "The FAA has approved funding and is moving forward to establish a noise complaint system for L.A. County regarding helicopter operations. We plan to take approximately three months to complete the contracting, and intend for the system to be up and running shortly after the first of the year."

"While we are still waiting for final details — would this merely monitor noise levels or identify the helicopters causing the problem — the establishment of a countywide helicopter noise complaint system could be a significant development in our years-long fight to give L.A. residents the relief that they deserve," said Rep. Schiff. "This move comes on the heels of legislation Senator Feinstein and I authored requiring the FAA to adopt new rules and regulations if they could not achieve meaningful relief through voluntary measures. Collecting this data may give us a benchmark to work from and identify those who lack regard for residents on the ground — and I'm looking forward to working with the operators, homeowners and the FAA to make sure that we meet the urgent need for noise relief."

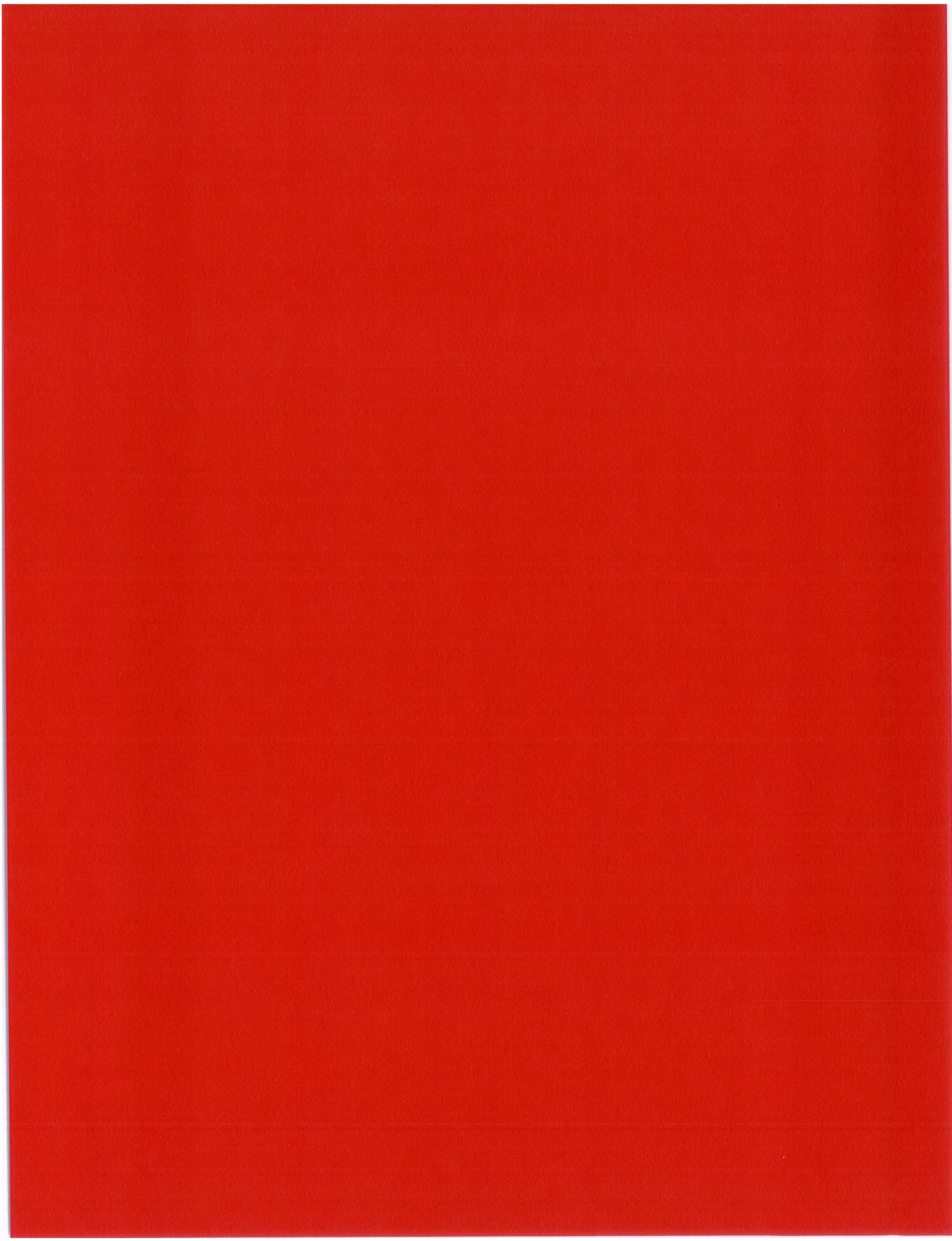
Bob Anderson, the president of the Los Angeles Area Helicopter Noise Coalition – comprising residents from across Los Angeles County who have been working with helicopter pilots and the FAA to reduce helicopter noise without compromising safety – stated that the LAAHNC has

stressed the need for a countywide noise complaint system and is very excited that the FAA has stepped up to this challenge.

“The request we most often hear from residents impacted by helicopter noise is ‘where can I complain?’ The answer, sadly, was nowhere,” said Anderson. “This system will now give all residents countywide a place to lodge helicopter noise complaints and will provide irrefutable data identifying helicopter noise hot spots, so our organization can work with pilots and the FAA to stop the noise. This system is the first step among many that we are working toward, including a Tri-Party Agreement between the LAAHNC, pilot organizations, and FAA on voluntary noise-reduction practices.”

In 2013, Schiff and other members of the Los Angeles delegation introduced legislation, the *Los Angeles Residential Helicopter Noise Relief Act*, and encouraged the FAA to act independently of legislation to reduce helicopter noise in Los Angeles. Following a lengthy study, the FAA released their report on the Los Angeles airspace, urging voluntary measures over a regulatory approach, which many homeowners and lawmakers felt was an insufficient response.

Senator Feinstein and Rep. Schiff successfully included language in the omnibus spending bill, which was signed into law, that would require the FAA to develop regulations related to the impact of helicopter use on the quality of life of LA County residents within one year unless the FAA can demonstrate the effectiveness of the six voluntary action items in the helicopter noise report. Efforts to include language in the omnibus were supported by the LAHNC.



memorandum

DATE: December 5, 2014

TO: Mark Scott, City Manager

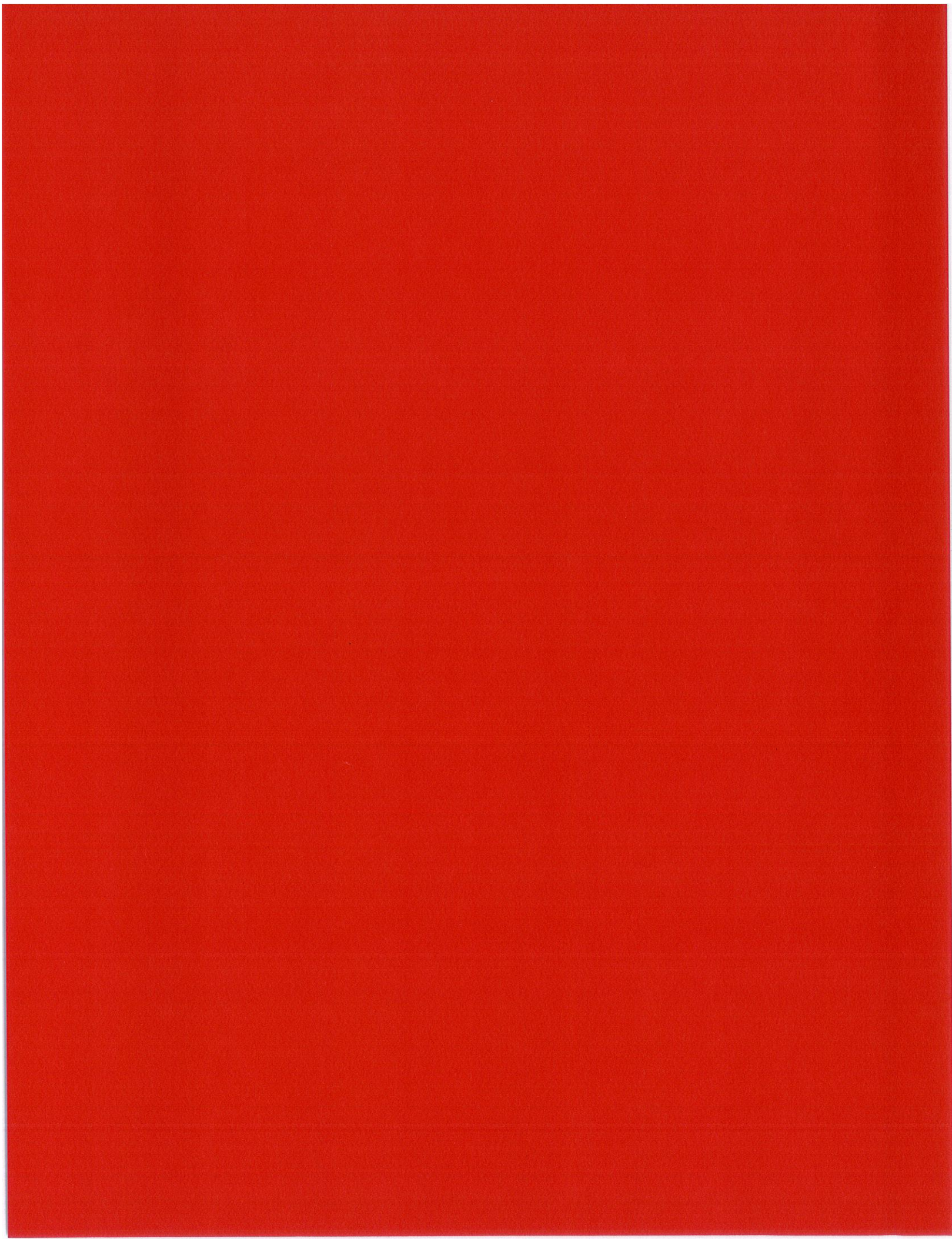
FROM: Joy R. Forbes, Community Development Director
VIA: Ruth Davidson-Guerra, Assistant Community Development Director
BY: Susie Avetisyan, Economic Development Analyst

**SUBJECT: BURBANK HOSPITALITY ASSOCIATION AND DOWNTOWN
BURBANK PARTNERSHIP JOINT MEETING – December 4, 2014**

- The Burbank Hospitality Association (TBID) and Downtown Burbank Partnership (PBID) held their second bi-annual joint meeting to discuss their 2014 accomplishments. Staff presented each organization's highlights, covering: marketing; events; capital improvements; and a city-wide economic development update highlighting all the recent developments and new businesses.
- Staff discussed opportunities for both the TBID and PBID to participate in the 2015 Special Olympics. Some recommendations included providing toiletries, linens, and swag bags for the 100 delegates. Both boards expressed interest in providing their support. Staff will provide cost estimates and options to each board at their next regularly scheduled meeting.

14 DEC 10 04:36

CITY OF BURBANK
COMMUNITY DEVELOPMENT DEPARTMENT



**CITY OF BURBANK
PARKS AND RECREATION**

Meeting: Burbank Athletic Federation

Date: December 2, 2014

Members Present: Steven Beardsley, John Dilibert, Dennis Roy, Ron Sabatine, Karen Sartoris, Terry Scott, Char Tabet.

Members Absent:

Staff Present: Judie Wilke, Erin Barrows, Carol Mercado, Jason Dyer, Rena Ghamelian

Liaisons Present: Mickey DePalo

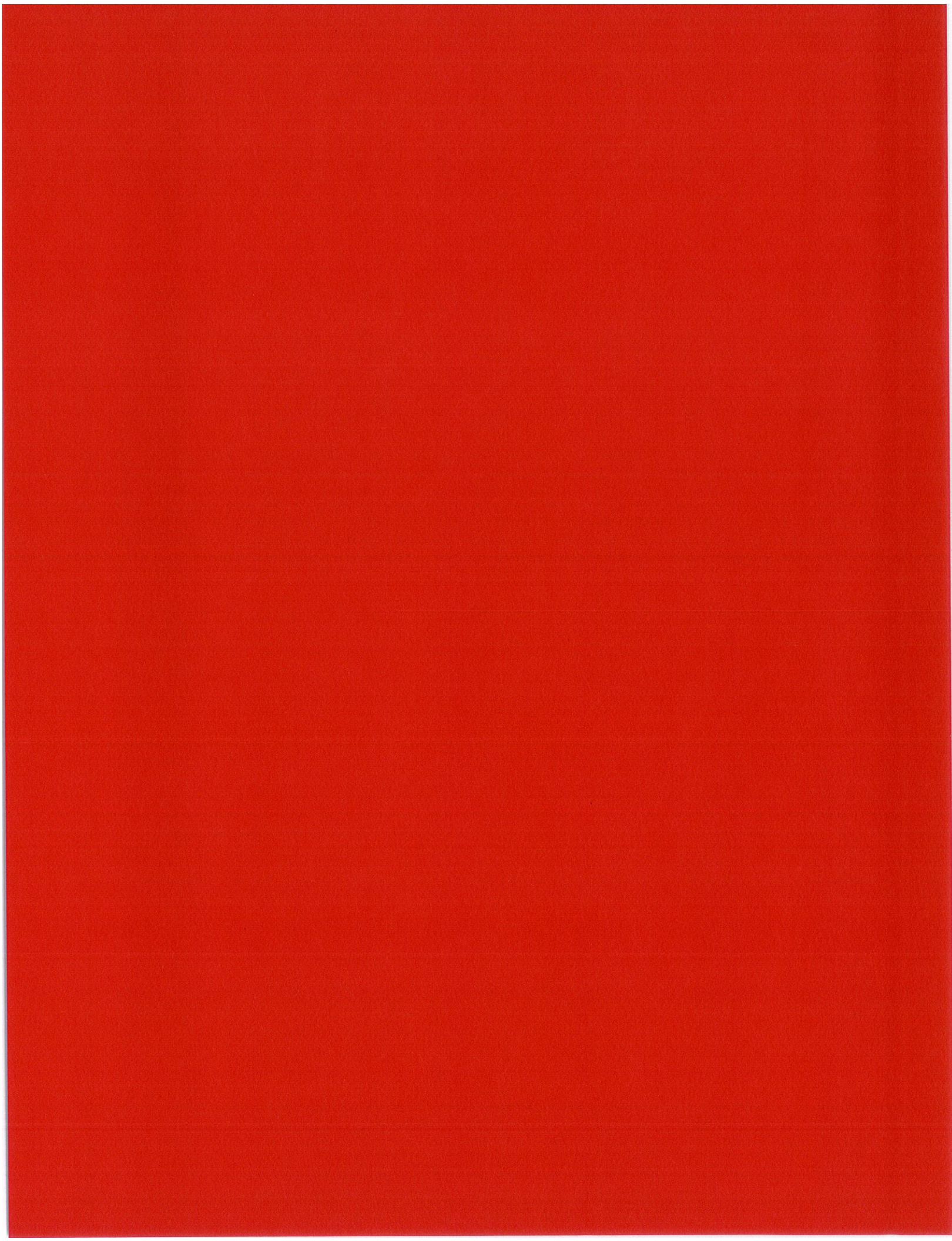
Item Discussed		Summary	Direction or Action, if any
1	Approval of Minutes- November 4, 2014	Minutes	Approved 7-0
2	Financial Statement	Ms. Barrows shared with the Board a few quotes on the fencing project at McCambridge Ballfield #1 and discussed the options. The Board was also informed that the department is working with the purchasing department on the improvements to McCambridge Gym and Schafer Ballfield.	N/A
3	Announcements	Ms. Barrows introduced Mr. Craig Hunter the selected member for the 2015 BAF Board. Mr. Hunter will be sworn in at the Burbank Athletic Federation installation Dinner on January 22, 2015.	N/A
4	Oral Communication	N/A	
5	Written Communication	N/A	
6	Unfinished Business	Installation Dinner 1. Ms. Barrows finalized that the dinner will be held at DeBell Canyon Grill. The Installation Dinner will be January 22, 2015 with social at 6:00 and dinner at 6:30. Magnolia Park P+R Van/Booth:	N/A

CITY OF BURBANK
PARKS AND RECREATION
ANNOTATED AGENDA/MEETING SUMMARY

	<p>2. Ms. Wilke informed the Board the department is looking into replacing the two old Mobile Rec Vans with a new one that should meet our needs for promoting our various programs in the department at different functions. Ms. Barrows shared that they may come back to the Board for assistance in getting funding for the graphic design placed on the van. Board was very happy to hear the idea is moving along and will be beneficial for the department.</p> <p style="text-align: center;">Tour Of Facilities</p> <p>3. Ms. Barrows requested feedback from the Board based on their observations of Valley Ballfield and Verdugo Gym. Mr. Sabatine mentioned that he noticed the bleachers were extremely dirty and may need to be power washed. Mr. Dilibert suggested trimming the large tree above the bleachers to avoid any tree droppings. Mr. Beardsley shared that he thought the asphalt by the bleachers was broken and should be replaced similar to Maxam Ballfield a few years ago. Also Mr. Beardsley suggested putting a warm up area at Valley similar to McCambridge to give it a designated area and make it safe for the users.</p>	
New Business	<p>Capital Improvements:</p> <p>1. Ms. Barrows informed the Board that the floor scrubber at Olive Recreation Center has been a successful addition. It would be beneficial purchase one for McCambridge and/or Verdugo. Another item Ms. Barrows shared was the Sports Office re-configuration. She is meeting with a company to explore different options to improve office and work stations for staff.</p> <p>Excessive Forfeit policy</p> <p>2. Ms. Barrows shared the forfeit policy staff would like</p>	

CITY OF BURBANK

		<p>to implement to penalize teams that excessively forfeit and/or do not pay forfeits in a timely fashion. Board discussed the policy and is in full support for it.</p> <p>3. Suspension Hearing Sub-Committee Selection Names drawn for the next committee: Char Tabet Dennis Roy Steven Beardsley ALTERNATE: John Dilibert Ron Sabatine</p> <p>Suspension Hearing Process</p> <p>4. Ms. Barrows reviewed the Board the suspension process with the Board. She also informed them to refer all questions from program participants to the Sports Office. Board discussed and agreed with the process.</p>	
	Additional Agenda Items	Walk of Fame Pavers- Possible Wall of Fame	
	Staff Report	Mr. Dyer and Ms. Mercado shared the youth sports achievements in SCMAF and also that the youth basketball program has begun. Ms. Barrows informed the Board that the Adult Softball Managers meeting will be held on December the 10 th at Community Services Building at 6:30 and 7:30 p.m.	N/A
	Adjournment	Adjournment 7:30 p.m.	Approved 7-0





memorandum

DATE: December 5, 2014

TO: Mark Scott, City Manager

FROM: Joy R. Forbes, Community Development Director *JR*

SUBJECT: Heritage Commission Meeting – December 4, 2014

The Heritage Commission considered a draft Historic Sign Preservation Ordinance and voted unanimously 4-0 (Commissioner Arthur Solis was absent) to recommend that the City Council adopt the proposed Ordinance. The Heritage Commission also discussed a standard template and process for owners of Designated Historic Resources to install recognition plaques.

14 DEC 10 11:30

CITY OF BURBANK
COMMUNITY DEVELOPMENT